

E-Mail ALPERSRU AA/02

Subj: SELECTED RESERVE (SELRES) OBLIGATION UPON RELEASE FROM ACTIVE DUTY (RELAD)

- Ref: (a) [SDA II User Manual, HRSICINST M5231.2 \(series\)](#)
(b) [E-Mail ALPERSRU X/02](#)
(c) [E-Mail ALPERSRU T/02](#)
(d) [E-Mail ALPERSRU R/02](#)
(e) [Personnel and Pay Procedures Manual, HRSICINST M1000.2 \(series\)](#)
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Introduction This E-mail ALPERSRU provides guidance concerning processing release from active duty (RELAD) transactions on members released from active duty after serving a 2, 3 or 4-year enlistment.

2- and 3-Year Enlistments During fiscal year 1998, the Coast Guard began offering 2- and 3-year active duty enlistments to certain entrants. Members enlisting under 2- and 3-year enlistments execute a Statement of Understanding acknowledging they have the following military obligation:

| Program | Active Duty Obligation | SELRES Obligation | IRR (or remain in SELRES) | Total Obligation |
|-----------|------------------------|-------------------|---------------------------|------------------|
| 2 X 4 X 2 | 2 years | 4 years | 2 years | 8 years |
| 3 X 3 X 2 | 3 years | 3 years | 2 years | 8 years |

At the end of the initial 2- or 3-year enlistment, members may choose to reenlist or extend in the regular Coast Guard. If the member reenlists/extends to complete a minimum of 4 years active duty, the member has no SELRES obligation after the active duty period. If a member enlisting under a 2-year enlistment extends for 1 year, the member's SELRES obligation is 3 years.

PERSRU Procedures For Members Released From Active Duty After Completing 2- or 3-Year Enlistment Members completing a 2- or 3-year active duty enlistment shall be released from active duty (RELAD) as prescribed in section 8-B, reference (a).
Members serving less than 4 years active duty must be RELAD into an active drilling status in the Selected Reserve (SELRES). On the 'Release from Active Duty Orders' transaction, the 'Reporting Unit District' and 'Reporting Unit OPFAC' fields must reflect the unit where the member will be drilling. **(The 'Reporting Unit OPFAC' field must not reflect 87400 (the IRR).)**

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**PERSRU
Procedures For
Members
Released From
Active Duty
After
Completing 2-
or 3-Year
Enlistment
(cont'd)**

In addition to the RELAD transaction(s), a Change Category, Class, Pay Status (R910) must be prepared IAW page 2-B-17, reference (a).

- Reserve Category field shall show "R"
 - Reserve Classification field shall show "J"
 - Reserve Training/Pay Status field shall show "A"
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**Corrective
Action For
Members Who
Served 2- or 3-
Year
Enlistments**

There have been a number of members released from active duty prior to this ALPERSRU who have been erroneously RELAD to the IRR (OPFAC 87400), or who have not been assigned to Reserve Training/Pay Status A. PERSRUs have been provided, via E-Mail, the names of impacted individuals along with procedures for placing the member into the proper status.

**PERSRU
Procedures for
Members
Released From
Active Duty
After
Completing 4-
Year
Enlistment**

Members completing a 4-year active duty enlistment shall be released from active duty (RELAD) as prescribed in section 8-B, reference (a).

If the member elects to enter into an active drilling status upon RELAD:

- In the 'Reporting Unit District' and 'Reporting Unit OPFAC' fields of the Endorsement on Orders transaction, the PERSRU shall record the 7-digit ATU-OPFAC of the unit where the member will be drilling.
 - A Change Category, Class, Pay Status (R910) transaction must also be prepared IAW page 2-B-17, reference (a).
 - Reserve Category field shall show "R"
 - Reserve Classification field shall show "J"
 - Reserve Training/Pay Status' field shall show "A"
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**PERSRU
Procedures for
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After
Completing 4-
Year
Enlistment
(cont'd)**

If the member will not be drilling after RELAD, then the member shall be transferred to the IRR. The 'Reporting Unit District' and 'Reporting Unit OPFAC' fields on the Endorsement on Orders shall show "XX-87400", with the "XX" being two digits to reflect the geographical boundaries of the District in which the member will reside after RELAD. In this regard, please see references (b) thru (d).

**Statement
of Intent
Transactions**

Please remember that a Statement of Intent (SOI) transaction is required to be submitted at least 45-days prior to the member's departure on terminal leave or date of expiration of active duty. SOI procedures are provided in the [CGHRMS online help \(http://cghrms.osc.uscg.mil\)](http://cghrms.osc.uscg.mil).

**Coordination
with ISC
Reserve
Assignment
Officers**

Reference (e), pages 3-B-18 and 3-B-19, provides the process for obtaining drilling reserve OPFACs. Six months prior to a member's RELAD, the member is to complete an e-résumé. Upon receipt of the e-résumé, the ISC Reserve Assignment Office will coordinate assignment options with the member, and then provide the PERSRU with the OPFAC of the unit at which the reservist is authorized to drill.

Questions

Questions may be directed to the HRSIC Customer Service Team at 785-339-3540, Option 2.

Released by

Internet release authorized.


H. W. HEINEKEN
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